



DECLARATION

I nominate Shri/Smt. \_\_\_\_\_  
as local guardian for my ward shri./smt. \_\_\_\_\_  
and his/her local address and Telephone No. is as under :  
Shri./Smt. \_\_\_\_\_

Telephone No. \_\_\_\_\_ E-mail : \_\_\_\_\_

Mobile No \_\_\_\_\_

Specimen signature of the local guarding \_\_\_\_\_

I understand that my ward will be permitted to leave the hostel only after a written request from the local guardian and the permission from the hostel administration.

Place :

Date :

Signature of Father/Guardian

**Hostel Fee Details**

1.		Ist Year Hostel Admission Fee (Term I & Term II)	IInd Year (Term I & Term II)
2.	Admission Fee	Rs. 100/-	Rs. 100/-
3.	Room fees [ Rent ]	Rs. 2100/-	Rs. 2050/-
4.	Hostel Sports & Recreation Club Charges	Rs. 150/-	Rs. 150/-
5.	Water and Elect. Charges	Rs. 2900/-	Rs. 2850/-
6.	Reading Charges	Rs. 100/-	Rs. 100/-
7.	* Hostel and Lock Deposit	----	----
8.	Security Charges	Rs. 100/-	Rs. 100/-
9.	<b>TOTAL</b>	Rs. 5450/-	Rs. 5350/-

# SHIVAJI UNIVERSITY, KOLHAPUR.

## HOSTEL DISCIPLINE RULES

### 2007 onwards

1. Functions, celebrations, meeting or formation of any kind of organization is not permitted without prior permission of the Rectors office.
2. Students shall have to observe complete discipline inside the Hostel and on the University Campus.
3. Hostel Students are particularly required to maintain regularity in their academic life. Their failure at the examinations or irregularity in work may result in the cancellation of their hostel admission.
4. All letters addressed to inmates of hostel will be delivered to the office and the office will make necessary arrangements of the distribution of the letters. Each Student should collect his/her own letter only from the hostel office.
5. A resident who wishes to remain absent from the hostel must take written permission of the rector.
6. No student shall undertake repair work of any damage caused to the fittings or fixtures of furniture or carry out any alteration therein. He should report the damage caused to the hostel authorities.
7. Students shall be held responsible for the damage to the furniture, windows, doors, walls, electric fittings ect. and the cost of the damage and penalty as decided by hostel authority shall be recovered from them.
8. Wastage or improper use of Water, electricity etc. is not allowed. Misuse of electricity is strictly prohibited and the defaulter will be penalized.
9. Students are required to switch off the lights, fans etc. in their rooms every time they go out or before they go to the bed.
10. Loss of utensils, if any will be recovered from the students on pro-rata basis at the end of every term.
11. Students shall bring their own mattress, bed sheets, blankets, mosquito net, bucket, jar, tumblers etc.
12. Students are not permitted to keep guests in the rooms without permission of the rector.
13. Rooms, corridors and premises must be kept scrupulously clean and tidy. Dustbins provided must be used and waste should not be thrown out of the windows or in the corridors.
14. Students must not enter other's rooms without official permission of the Rector.
15. Students must remain present in their rooms between 12.00 p.m. and 6.00 a.m. and for Lady students should follow the rules and the time schedule laid down by the authorities of the women's hostel.
16. Visitors are not allowed to enter the hostel and hostilities should not take friends or relatives inside the rooms.
17. Every hostel student must carry his/her identity card bearing the hostel number and room number in which he / she is staying.
18. Every case of illness must be reported to the university Medical Officer immediately.
19. Hostel inmates must vacate his/her room within five days after his/her examination gets over. Under no circumstances he/ she will be allowed to extend his/ her stay in the hostel beyond five days.
20. Students wishing to discontinue the residence in the hostel for the second term must inform the hostel administration in writing before the end of the first term. Otherwise they will have to forfeit deposit and pay full rent and Mess charges for the vacation period before the second term and their deposit will be forfeited.
21. The research student must handover the possession of the room immediately after the two years tenure or submission of the Ph.D. thesis whichever is earlier and for M.Phil. Student after one year of academic term.(after the last day of the final examination). If he/she fails to vacate the room within a week he/she shall be charged Rs. 25/- per day with permission of the rector. The M.Phil student's stay is extensibe by 6 months for dissertation work if applied through the guide and HOD, but will have to vacate the day she/ he submits the dissertation.
22. \* Hostel and lock deposit will be refunded to the student, if the application for the refund of deposit is made within six months from the date of the completion of the examination of the academic year. No other fees shall be refunded.  
\*\* Also mess advance if any will be refunded to the student as per rules of the concerned mess.
23. The hostel deposit paid for a course will be valid for that course only and not transferred to another course.
24. Disciplinary action will be taken against the students if he/she found guilty of willful disobedience or defiance of authority or non-observance of hostel rules or minchievous and insolent or immoral behavior. This action may be a fine, expulsion and /or forfeiture of the degree, depending upon the nature of the offence.
25. The students should stay in the room allotted to them by the rector. They should not interchange their rooms without permission of the rector. The rector may shift any students from one room to another without assigning any reason to the inmates.
26. The inmates should close all the windows and doors and lock their rooms and suitcases before leaving the room to avoid possible thefts of valuables. The hostel authorities shall not responsible for the losses.

27. Students are not allowed to prepare tea, breakfast etc. in the room. The use of stove/hot plate in the room is strictly prohibited.
28. If the student absconds from the hostel, he/she shall not be permitted to stay and shall in future will be expelled from the hostel.
29. Ragging is strictly prohibited in the hostel. Anybody violating this rule is liable for legal action and immediate dismissal from the hostel. (Incidents of ragging should be brought to the notice of the rectors.)
30. Complaints, if any about the hostel staff, servants, mess or any other complaint should be given in writing to the rector. No one shall take the law in one's own hands and take direct action. Mass agitation for any reason is prohibited.
31. Possession and / or consumption of alcoholic drinks, tobacco, gutaka, narcotic drugs etc. and smoking is strictly prohibited in and around the hostel campus. If a student is found abusing the above, severe action will be taken.
32. Monetary collection by the students of any sort shall not be permitted.
33. Hawkers, salesmen etc. are not allowed to enter the hostel premises,. Students are advised not to entertain them and do any financial transactions with them.
34. A grievance committee is available for the students for hearing their grievances and take appropriate action.
35. It is mandatory to follow the hostel rules and also the rules which may be implemented by the authorities from time to time.
36. Counseling facility is available for women hostilities, in the women's study center of Shivaji University.
37. It is compulsory to attend the meetings held in the hostel for students and actively participate in all the activities organized for them.
38. The hostel authorities have powers to suspend / expel any student from the hostel if he/she is found guilty of any offence related to the hostel.

### UNDERTAKING

I have read all the rules carefully and shall abide by them. If I fail to do so I am liable for action.

Date : \_\_\_\_\_

Place : \_\_\_\_\_

Signature of the student.

1. Local Guardian :

Name : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

Phone : \_\_\_\_\_ Mobile : \_\_\_\_\_

2. Parent/Guardian's Name : \_\_\_\_\_

Contact Address : \_\_\_\_\_

Permanent Address : \_\_\_\_\_

Phone : \_\_\_\_\_ Mobile : \_\_\_\_\_